



# *John Walton Spencer School #16*

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“Our School, Where Children and Learning Come First”

## **School Based Planning Team Minutes**

**Meeting Date:** Wednesday, October 13, 2021

**Meeting Time:** 5:30

**Place:** Zoom

### **Members Present:**

Lisa Garrow, Principal

Kerry Hall, Fourth Grade Teacher

Lauren Gauvin, Fourth Grade Teacher

Stacy Franzese, First Grade Teacher

Michele Michel, ELA Instructional Support

Jennifer Osborne, Intervention Teacher

Courtney Smart, Special Education Teacher

Rob Burns, Community Site Coordinator

Amy Schramm, RTA Rep/Art Teacher

Chris Murray, Teaching Assistant

Choose an item.

### **Members Absent:**

Katy Frank, Fifth Grade Teacher

Altrenia Boykin, Parent

Cory Hunneyman, Parent

Lisa Oliver, Third Grade Teacher

### **Agenda Items:**

- I. ELA Workshop Guidance Document
  - a. ELA Guidance Document was shared at Team Days
  - b. Work Period includes Skills, Independent Reading/Response, Technology, Word Work/Vocabulary
  - c. The updated ELA Guidance Document was approved (10 yay, 0 nay)
- II. Update on Additional Funds
  - a. The funds request went to the board last night (10/12/21).

- b. We are asking for a 0.5 Acceleration Teacher, 1.0 SEL Coordinator, Socio-emotional support TA.
- c. Additional Funds were used for materials
- III. Update on Science/Social Studies
  - a. L. Garrow has no update
  - b. The Social Studies department has sent some trade books to the school. Grades 4 & 6 have not yet received the trade books.
  - c. School 16 has school champions (Lead Teachers)
    - i. Pam Kuek is the Science champion
    - ii. Michele Michel is the Social Studies champion
- IV. Half Day
  - a. Dr. Black is creating a professional development document for the ½ day on Friday, November 5, 2021
  - b. Teachers will be asked to engage in district professional development
  - c. The document will include the times for the ½ day
  - d. More information will be coming concerning the half day
  - e. If there is building based time, Building Committee will be going over the Building Plans and Recess plans.
- V. Departmentalization
  - a. We had a discussion about some concerns that people had, but we heard many positives as well.
  - b. We are going to continue to monitor our data and re-evaluate in January
  - c. If you need support with this instructional framework, please go to P. Kuek, M. Michel, J. Osborne or administration
- VI. MTSS Start and End Dates
  - a. Start date tentatively October 25, 2021
- VII. New Business

- a. When a new student enters the classroom, it is expected that the classroom teacher will assess the student. However, if it is the last day of the testing window, the classroom teacher will need to contact the TOA's.
  - b. Any testing concerns will go to R. Burns
- VIII. Community-Site Coordinator Job Posting
  - a. General posting going out district-wide

Next Meeting: Wednesday, November 10, 2021

Agenda:

- How to Effectively Utilize the Science Lab